GREAT PLAINS INTERAGENCY DISPATCH CENTER

STANDARD OPERATING GUIDE # 24

TITLE: Firestat and Fire Reports

EFFECTIVE DATE: June 5, 2007

APDATED: February 2019

INTENT: To outline uniform process to be followed by both the Nebraska National Forest and Black Hills National Forest units. This process is to ensure data entered into the Firestat data base is consistent to FPA standards and with data entered into the GPC data base.

PROCEDURE

1. Report standards (FSM5180) dictate the timeframes by which reports should be entered and are as follows:
    a. Within 10 days of the discovery date, initiate the fire report in FIRESTAT and complete to the extent that reporting data is stable.
    b. Within 10 days after the fire's management strategy is met, enter the acreage and Firecode data.
    c. Within 10 days of being declared "out," document and complete the report, including approval.

Many times during the height of fire season, this is not always attainable, but units shall attempt to complete fire reports as soon after fire season as possible, giving Fire Management and Great Plains ample time to submit to the National data base.

2. Designated employees with approved username and passwords shall enter data into the new web based Firestat program at http://fam.nwcg.gov/fam-web/. The data entered should be taken from the size up card completed by the Incident Commander the day of the incident. Fire names, SO numbers, legal descriptions, latitudes and longitudes, size, cause and management code should be consistent with information given to Great Plains dispatch at the time the fire is called out. The firestat spreadsheet for the BKF and NBF will be posted on the GPC webpage. As a backup a file will be kept on the W drive @ w:\gpc_web with GPC's most current information. For the NBF a spread sheet can be sent to the units FMO or designated employee.

PROCESS FOR POSTING AND APPROVING FIRE REPORTS IN FIRESTAT

1. Designated employee(s) shall enter data as posted on incident size up card into PENDING fire report. In the remarks section, this employee shall list their name

along with any remarks they may have about the fire (The reason for this, is in the event the approving person has questions, they have a person to go to.)

2. Designated employee will notify district FMO and/or his/her designee that the fire report is completed. This person will enter Firestat, review the report, put their name under submitted by, and leave the report in PENDING status (This allows the district Fire Management to review reports).

3. Great Plains Dispatch will monitor the Firestat program for pending reports to be completed. These reports will be reviewed for correct legals, lat/longs, size, dates, times, cause, SO & District numbers and names. Any discrepancies will be discussed with the FMO or his / her designee about the data. This is to ensure data is consistent between GPC and all field units. Once data is correct, the GPC Firestat manager will put his/her name as Approved by and fire report will be sent on to the national data base as completed.